

TASK NO.	ACTIVITY	REF.	DUE DATE	COMMENTS
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1.3.1. (a)

- Train staff to interpret and review monthly operating reports (MORs) for th SWTR.
On-going as changes are made for IEWSTR and LTIESWTR.
- Check to ensure all required chlorine residual and turbidity samples are collected properly at required frequency, and are being reported on time.
Personnel are checking this information upon receipt of MOR.
- Monitor high chlorine residuals more closely, in light of the upcoming rules: IESWTR and DBPR.
Beginning May 2003, in-puting chlorine residuals into SDWIS.
- Develop tracking system for all PN violations, especially M/R, TCR and Phase II/V. Ensure all Pns are posted and received from the systems.
SDWIS/State 8.0 installed approx. May 1, 2003 which has the ability to track Public Notifications. As PN is received, it is logged into SDWIS/State.
- Central Office should institute tracking system for radiological contaminants.
When the new rule goes into effect (January 2005), SDWIS/State will help track submission of samples.
- Submit all ALEs for LCR to SDWIS/Fed.
On-going.
- Work w/ EPA to correct 1995 data in SDWIS/Fed (total replace file vs DTF writer). (Mostly Phase II/V violation data errors.)
On-going; expect to have corrections completed by 2nd quarter 2003.
- Address all missing/incorrect data in SDWIS/Fed (e.g., lat/log and source treatment flag status).
On-going.
- Work w/ OEHS Philippi District Office to develop a more user-friendly SDWIS/State change form.
Planning to have all districts make changes to SDWIS and climatic change form at some future date.

TASK NO.	ACTIVITY	REF.	DUE DATE	COMMENTS
	<p>1.3.1. (a)</p> <ul style="list-style-type: none"> - Make concerted efforts to lend technical support for SDWIS/State to Philippi Office. Training on use of SDWIS 8.0 is to be scheduled for all district offices. - Standardize form laboratories use to display results. Office of Laboratory Services would have to require this. Electronic Data Interchange is currently being implemented to eliminate manual data entry. - Make sure all name, address, administrative contact and PWSID info. is reported. On-going. - Report all "28" violations to SDWIS/Fed for failure to conduct sanitary survey or conducting them late. There should be no "28" violations since Engineering Division conducts all Sanitary Surveys. - Make sure PWSIDs for water sources are consistent through inactivation and re-activations. Correct all data to reflect original PWSID assigned. On-going. - Work w/ PWSs to correctly identify routine and repeat samples for TCR. Certified operator training identifies TCR sample types. - Focus more on VOC and SOC results to detect results greater than the MDL. Moving the tracking from manual to SDWIS/State should eliminate those errors. - Conduct follow-up quarterly monitoring to determine if systems are reliably and consistently below the MCL. Moving the tracking from manual to SDWIS/State should eliminate those errors. 			

